

# 4-H Judging Team Expense Claim

**Extension Unit:** \_\_\_\_\_  
**Event Name:** \_\_\_\_\_  
**Event Dates:** \_\_\_\_\_  
**Event Location:** \_\_\_\_\_  
**Method of Travel:** \_\_\_\_\_

## Trip Expense Summary:

*Please complete the following, indicating how the above funds will be or have been spent. Receipts are helpful. Entertainment, souvenirs, etc. are not reimbursable expenses.*

**Contest Registration:** \_\_\_\_\_  
**Lodging:** \_\_\_\_\_  
**Meals:** \_\_\_\_\_  
**Transportation:** \_\_\_\_\_  
**Parking:** \_\_\_\_\_  
**Other:** \_\_\_\_\_  
**Other:** \_\_\_\_\_

Explain any other uses of award money:

Amount of Award \$ \_\_\_\_\_

To whom should the award check be made? \_\_\_\_\_

Submitted by: \_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_\_

Title: \_\_\_\_\_ Phone \_\_\_\_\_  
\_\_\_\_\_

